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ABSTRACT

Institutions granting 4-year or higher degrees were asked in 1970-71 to supply basic information about faculty load policies and practices. Responses were received from 1,101 institutions that employed 222,053 faculty. The most frequently reported base used to define faculty load is the semester hour, followed by the quarter hour and contact hour. The mean and median normal load is 12 semester hours for faculty teaching undergraduate courses in the institutions reporting faculty load policies in semester hours, and for those institutions where faculty load is expressed in quarter or contact hours the mean normal load is 13 hours and the median is 12 hours. The mean and median maximum load teaching undergraduate courses is 14 semester hours or 15 quarter or contact hours. The mean normal teaching load for faculty teaching graduate courses is 11 semester, quarter or contact hours, and the median normal load is 9 semester or 10 quarter or contact hours. The mean maximum teaching load for faculty teaching graduate courses is 11 semester, quarter or contact hours, and the median maximum load is 12 semester or quarter hours and 11 contact hours. (HS)

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FACULTY LOAD POLICIES AND PRACTICES IN COLLEGES AND UNIVERSITIES

INSTITUTIONS GRANTING the 4-year or higher degree were asked in 1970-71 to supply basic information about faculty load policies and practices. Responses were received from 1,101 institutions which employed 222,053 faculty. The responding institutions represented about 65.7 percent of the 1,676 4-year institutions listed in the *Education Directory: Higher Education, 1970-71*, published by the U.S. Office of Education. The 356 responding public institutions represented 80.5 percent of all public 4-year institutions and the 744 responding nonpublic institutions represented 60.3 percent of all nonpublic 4-year institutions.

Documented Policy

Existence of documented policy of institutional regulations and/or guidelines for the load of full-time teaching faculty (including full-time faculty who teach) was reported by 502 institutions, 45.6 percent of those responding to the questionnaire: by 43.0 percent of the public institutions and 46.9 percent of the nonpublic; by 44.0 percent of 284 universities and 46.1 percent of 817 colleges.

Base for Defining Faculty Load

The summary in Table 1 shows that the most frequently reported base used to define faculty load is the semester hour, this being reported by more than two-thirds of the institutions (67.2 percent). The second most frequently reported base is contact hours, reported by almost one-fifth of the institutions (19.0 percent). Ranking third in frequency of reported use is quarter hours, reported by about one-eighth of the institutions (13.6 percent). Quarter hours are used more widely in public than in private institutions.

Use of a measure other than those identified in the questionnaire is reported by about one-sixth of the nonpublic colleges, about 1/10 of the public and nonpublic universities, and by only one public college in 20. Only a few of these institutions specified the components of their base for expressing normal load for teaching faculty.

Institutions were asked to report the normal load and maximum load policy or practice for faculty involved with courses where instruction typically is lecture, lecture-recitation, or lecture-discussion. This definition of faculty to whom the load policy applies was used to exclude from the survey the variations in faculty load which may be appropriate for courses where instruction typically is tutorial, supervised independent study, demonstration, or laboratory.

Load of Faculty Teaching Undergraduate Courses

The mean and median *normal* load is 12 semester hours for faculty teaching undergraduate courses in the 648 institutions reporting faculty load policies in semester hours. A normal teaching load of 12 hours is reported most frequently, by about two-thirds of the institutions. Information in Table 2 is listed by type of institution because differences are greater between universities and colleges than between public and nonpublic institutions. Universities are defined as complex institutions having three or more separately organized schools; institutions having the legal title of university are not necessarily classified as universities in the summary. About one in six universities (16.9 percent) which employs more than one-fourth of the faculty employed in all universities (27.3 percent) has a normal load of 9 semester hours.

The mean and median *maximum* load for faculty teaching undergraduate courses is 14 *semester* hours in the 526 institutions reporting. However, the most frequently reported maximum load is 12 semester hours; this is reported by 39.5 percent of the institutions which employ 53.3 percent of the faculty. A maximum load of 12 semester hours is reported by more than half of the universities (56.9 percent) which employ about 6/10 of the faculty in universities (61.9 percent). The differences in faculty load policies of universities and colleges is summarized in the median load of 12 hours in universities and 15 hours in colleges.

Where faculty load is expressed in *quarter* or *contact* hours, the mean *normal* load is 13 hours

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and the median is 12 hours, shown in Table 3. Information is not listed by type of institution because the total number of institutions reporting is too small to allow valid comparisons. A *normal* teaching load of 12 *quarter* hours or 12 *contact* hours is most frequently reported, by more than half of the institutions reporting load in quarter hours (52.9 percent) and by about 3/10 of the institutions reporting load in contact hours (29.5 percent). A normal teaching load within the range of 12 through 15 hours is reported by nearly four-fifths of the institutions expressing faculty load in *quarter* hours (78.6 percent) but by only about half (53.0 percent) of the institutions expressing faculty load in *contact* hours.

The mean and median *maximum* teaching load is 15 hours where faculty load is expressed in *quarter* or *contact* hours. A maximum load of 15 hours is most frequently reported, by about three-eighths of institutions expressing faculty teaching load in quarter hours (37.0 percent) and by about one-fourth of institutions expressing load in contact hours (25.6 percent). A maximum teaching load of 12 hours is reported by almost one-fourth of the institutions using *quarter* hours (24.0 percent). The number of institutions reporting a maximum load of 12 *contact* hours is almost as large as the number reporting 15 hours (22.2 percent versus 25.6 percent).

Only 47 institutions reported the number of *clock hours* per week involved in the *normal* teaching load for faculty. The *normal* teaching load in *clock* hours is 19 hours and the median is 15 hours. Institutional practices are widely distributed, more than one-fourth reporting a normal load of 12 or less clock hours and an additional one-fourth reporting a normal load of 19 or more clock hours per week. Among the 35 institutions which reported their *maximum* teaching load in *clock* hours the mean is 18 hours and the median is 15 hours. Again, institutional practices are widely distributed with the extremes of 12 or less hours and 21 or more hours each reported by about one-fifth of the institutions.

Data reported by 87.5 percent of the 974 institutions show the number of contact hours per week to be roughly equal to the number of credit hours in courses where instruction typically is lecture, lecture-recitation, or lecture-discussion. In an additional 11.1 percent of the institutions the information is not clear about the relationship between the number of credit and contact hours. In only 1.4 percent of the institutions, and these are nonpublic colleges, does the information reported by the institution suggest there may be a difference in the actual number of hours of instruction per week involved with a given level of teaching load if the load is expressed in credit hours and in contact hours. As a result, the most frequently reported as well as the median level of faculty load tends to be the same number of hours per week whether it be listed as semester, quarter, contact, or clock hours.

Part of the variation in number of hours of teaching load reported may reflect differences in the length of the semester or quarter in weeks. The following is a distribution of universities and colleges by the number of weeks classes meet to generate semester hour credit:

	Percent of institutions		
Number of weeks	Universities	Colleges	Total
14 or less	13.4	18.3	17.1
15	45.3	38.4	40.1
16	19.0	27.3	25.2
17	7.8	7.3	7.5
18	14.5	8.7	10.1
Number of institutions	179	531	710

The following is a distribution of 71 universities and 90 colleges by the number of weeks classes meet to generate quarter hours credit:

	Percent of institutions		
Number of weeks	Universities	Colleges	Total
10	54.9	34.4	43.5
11	31.0	47.8	40.4
12	14.1	17.8	16.1

Load of Faculty Teaching Graduate Courses

In the small number of universities and colleges reporting their teaching load policies for faculty who teach graduate courses the mean *normal* load is 10 semester or quarter hours and 11 contact hours. The median *normal* load is 9 semester and 10 quarter or contact hours.

The mean *maximum* teaching load for faculty teaching graduate courses is 11 semester, quarter, or contact hours. The median *maximum* teaching load is 12 semester or quarter hours and 11 contact hours. Details about the distribution of load policies in universities and colleges are given in Table 4.

The percents of all responding institutions represented by those reporting their *normal* load policies for faculty teaching *graduate* courses is 23.7

percent for those reporting policy in semester hours, 7.3 percent for those reporting in quarter hours, and 4.9 percent for those reporting in contact hours. However, the number of universities reporting their *normal* load policies in semester hours represents 48.2 percent of the 284 universities participating in this survey.

Total Clock Hours of Faculty Duties per Week

More than half of the universities and colleges (55.4 percent) report the total number of clock hours per week during the regular academic year that the institution expects full-time teaching faculty to spend in activities within their contractual arrangement with the institution. The mean number of hours per week expected from faculty in these 610 institutions is 35 and the median is 40 hours. A 40 hour week is most frequently reported, by 36.4 percent of the institutions.

The institutional policies regarding the total number of contractual hours per week the faculty are expected to direct to institutional obligations in the 204 public and 406 nonpublic institutions which employ 117,561 faculty are summarized below:

Clock hours per week	Percent of institutions		Percent of total institutions	Percent of total faculty
	Public	Nonpublic		
Below 25	15.7	24.4	21.5	13.9
25-29	3.4	5.4	4.8	4.3
30-34	6.9	9.1	8.4	6.1
35-39	6.9	13.8	11.5	10.3
40-44	52.5	35.5	41.1	48.9
45-49	7.4	7.1	7.2	7.1
50 or more ...	7.4	4.7	5.6	9.5
Median hours per week	40	36	40	

The percent of total faculty employed by the institutions which report an expectation of 39 or fewer hours is smaller than the percent of institutions involved; this means that the institutions are relatively smaller than those which report an expectation of 40 to 44 hours. The median number of contractual hours reported by universities is 40 and the median for colleges is 38. The mean of contractual hours per week reported by universities is 37 and the mean for colleges is 33 hours.

Institutional policy about the total number of contractual hours per week expected of faculty does not seem to be clearly defined in the majority of institutions. Only 8.3 percent of 1,101 institutions reported that this figure is specified in statements of institutional policy or contracts. These institutions employ 9.0 percent of the 222,053 faculty in all responding institutions. Among the 610 institutions reporting the number of hours expected of faculty, 13.3 percent indicated that the figure listed is an estimate of the average, and an additional 5.4 percent listed less than 20 hours and the Research Division added the reported hours per week in normal teaching load to estimate the total number of hours expected of faculty.

Maximum Number of Course Preparations

The institution policies about minimum numbers of *different* and *new* course preparations for faculty involved with undergraduate courses are summarized in Table 5. The 755 institutions reporting their policies for *different* course preparations for faculty teaching undergraduate academic courses represent 68.6 percent of all institutions responding to the survey (51.4 percent of the universities and 74.5 percent of the colleges). The 270 institutions reporting policy for maximum number of *different* course preparations for faculty teaching undergraduate technical, vocational, professional courses represent only 24.5 percent of all institutions responding to the survey (27.5 percent of the universities and 23.5 percent of the colleges).

The mean and median maximum number of *different* course preparations is three. This is observed for both types of courses and for both types of institutions. The distributions in Table 5 show that a larger percentage of colleges than of universities report maximum load of four or more *different* course preparations. As a result, the number of faculty employed by institutions reporting a maximum of 5 or more different course preparations is only 4.2 percent of the total faculty in institutions reporting policy for academic subjects and is only 2.0 percent of the total faculty employed by institutions reporting policy for technical, vocational, professional courses.

The 638 institutions reporting their policy about the maximum number of *new* course preparations for faculty teaching undergraduate courses in academic subjects represents 57.9 percent of the institutions participating in the survey (46.5 percent of the universities and 61.9 percent of the colleges). The 233 institutions reporting their maximum number of *new* course preparations for faculty teaching undergraduate technical, vocational, and professional courses represent only 21.2 per-

cent of all institutions participating in the survey (24.6 percent of the universities and 20.0 percent of the colleges.)

The mean and median of the maximum number of *new* course preparations for faculty teaching undergraduate academic courses is two preparations. This is observed for both the universities and for the colleges. For faculty teaching undergraduate technical, vocational, professional courses the mean maximum number of *new* course preparations is two and the median is one preparation. The mean of two *new* preparations is observed in both universities and colleges. The median of one *new* course preparation is observed in universities but not in colleges, where the median is two *new* course preparations.

TABLE 1.—BASE USED TO DEFINE FACULTY LOAD IN 4-YEAR INSTITUTIONS, 1970-71

Base	Percent of institutions					Percent of faculty
	Public		Nonpublic			
	Universities	Colleges	Universities	Colleges	Total	
1	2	3	4	5	6	7
Credit hours (total)	87.9	84.5	90.2	77.3	81.0*	80.9*
Semester	61.2	60.8	84.1	68.0	67.2	61.4
Quarter	26.1	23.0	6.1	9.1	13.6	18.7
Session	0.6	0.7	...	0.2	0.3	0.9
Contact hours	20.0	27.0	19.5	16.8	19.0	24.1
Clock hours per week	4.2	7.4	7.3	5.5	5.7	6.9
Student credit hours	2.4	2.7	1.2	0.9	1.5	1.7
Other	9.7	4.7	11.0	16.2	13.1	12.0
Reporting more than one base†	20.6	21.6	24.4	14.4	17.2	20.3
Total number	165	148	82	638	1,033	187,943

*Detail does not add to total because of rounding.
†Included in items above.

TABLE 2.–LOAD POLICIES EXPRESSED IN SEMESTER HOURS FOR FACULTY TEACHING UNDERGRADUATE COURSES IN 4-YEAR INSTITUTIONS, 1970-71

Type of load policy and semester hours	Universities		Colleges		Total	
	Percent of institutions	Percent of faculty	Percent of institutions	Percent of faculty	Percent of institutions	Percent of faculty
1	2	3	4	5	6	7
NORMAL LOAD						
Less than 9 hours	0.6	0.4	2.5	1.4	2.0	0.8
9	16.9	27.3	6.1	4.8	8.8	19.7
10 or 11	9.4	8.7	6.6	5.5	7.3	7.6
12	64.4	58.9	66.8	72.3	66.2	63.4
13 or 14	3.8	2.1	7.4	6.6	6.5	3.6
15	4.4	2.4	7.8	7.3	6.9	4.0
16 or more	0.6	0.3	2.8	2.1	2.3	0.9
TOTAL NUMBER	160	72,093	488	36,875	648	108,968
Mean load	12		12		12	
Median load	12		12		12	
MAXIMUM LOAD						
Less than 10 hours	1.7	3.8	2.2	1.6	2.1	3.0
10 or 11	1.7	0.8	2.0	1.1	1.9	0.9
12	56.9	61.9	34.6	38.7	39.5	53.3
13 or 14	2.6	1.6	7.8	8.0	6.7	4.0
15	32.8	27.9	40.2	41.2	38.6	32.8
16 or 17	2.6	2.6	9.5	5.5	8.0	3.7
18	0.9	0.9	1.7	2.8	1.5	1.6
19 or more	0.9	0.5	2.0	1.1	1.7	0.7
TOTAL NUMBER	116	52,240	410	30,656	526	82,896
Mean load	13		14		14	
Median load	12		15		14	

TABLE 3.–LOAD POLICIES EXPRESSED IN QUARTER HOURS AND IN CONTACT HOURS FOR FACULTY TEACHING UNDERGRADUATE COURSES, 4-YEAR INSTITUTIONS, 1970-71

Type of load policy and hours	Policies expressed in quarter hours		Policies expressed in contact hours	
	Percent of institutions	Percent of faculty	Percent of institutions	Percent of faculty
1	2	3	4	5
NORMAL LOAD				
Below 9 hours	0.8	9.5	5.3	2.7
9	5.0	4.9	14.8	17.1
10 or 11	9.9	19.0	14.1	22.3
12	52.9	51.7	29.5	27.5
13 or 14	10.8	3.7	9.4	7.6
15	14.9	9.7	14.1	9.9
16 or more	5.7	1.5	12.8	12.9
TOTAL NUMBER	121	31,785	149	26,978
Mean	13		13	
Median	12		12	
MAXIMUM LOAD				
Below 12 hours	3.0	1.0	10.3	6.2
12	24.0	35.0	22.2	22.6
13 or 14	14.0	6.3	7.7	9.6
15	37.0	44.1	25.6	29.7
16 or 17	16.0	10.0	8.5	7.0
18	4.0	1.0	12.8	7.8
19 or more	2.0	2.5	12.8	17.0
TOTAL NUMBER	100	24,941	117	17,480
Mean	15		15	
Median	15		15	

TABLE 4.–LOAD POLICIES FOR FACULTY TEACHING GRADUATE COURSES IN 4-YEAR INSTITUTIONS, 1970-71, BY BASE OF LOAD POLICY

Type of load policy and hours	Percent of institutions								
	Universities			Colleges			Total		
	Load in semester hours	Load in quarter hours	Load in contact hours	Load in semester hours	Load in quarter hours	Load in contact hours	Load in semester hours	Load in quarter hours	Load in contact hours
1	2	3	4	5	6	7	8	9	10
NORMAL LOAD									
Below 6 hours	...	...	4.5	5.6	2.5	15.6	2.7	1.3	11.1
6	13.1	2.5	9.1	8.1	7.5	3.1	10.7	5.0	5.6
7 or 8	8.0	32.5	4.5	9.7	22.5	9.4	8.8	27.5	7.4
9	38.0	12.5	22.7	33.1	12.5	21.9	35.6	12.5	22.2
10 or 11	7.3	15.0	27.3	6.4	17.5	12.5	6.9	16.3	18.5
12	29.2	37.5	13.6	29.8	27.5	21.9	29.5	32.5	18.5
13 or more	4.4	...	18.2	7.3	10.0	15.6	5.7	5.0	16.7
TOTAL INSTITUTIONS	137	40	22	124	40	32	261	80	54
Mean	10	10	11	10	10	11	10	10	11
Median	9	10	10	9	10	10	9	10	10
MAXIMUM LOAD									
Below 9 hours	6.7	2.9	7.1	11.6	17.9	20.0	9.2	9.5	14.7
9	38.1	22.9	35.7	24.1	10.7	20.0	30.9	17.5	26.5
10 or 11	5.7	11.4	21.4	6.3	10.7	5.0	6.0	11.1	11.8
12	43.8	48.6	7.1	45.5	39.3	50.0	44.7	44.4	32.4
13 or more	5.7	14.3	28.6	12.5	21.4	5.0	9.2	17.5	14.7
NUMBER OF INSTITUTIONS	105	35	14	112	28	20	217	63	34
Mean	11	11	12	11	11	10	11	11	11
Median	11	12	11	12	12	12	12	12	11

TABLE 5.–DISTRIBUTION OF 4-YEAR INSTITUTIONS BY MAXIMUM DIFFERENT AND NEW COURSE PREPARATIONS FOR REGULAR FULL-TIME FACULTY TEACHING UNDERGRADUATE COURSES, 1970-71

Type of preparation and maximum number of course preparations	Percent of institutions having policy					
	For faculty teaching academic subjects			For faculty teaching technical, vocational, professional courses		
	Universities	Colleges	Total	Universities	Colleges	Total
1	2	3	4	5	6	7
DIFFERENT COURSE PREPARATIONS						
Two	10.3	7.9	8.3	16.7	15.6	15.9
Three	63.7	57.3	58.5	65.4	50.5	54.8
Four	23.3	25.6	25.2	16.7	25.5	23.0
Five or more	2.7	9.2	7.9	1.3	8.4	6.3
Number of institutions	146	609	755	78	192	270
NEW COURSE PREPARATIONS						
One	48.5	41.3	42.8	52.9	49.7	50.6
Two	26.5	30.4	29.6	21.4	23.3	22.7
Three	18.2	19.8	19.4	21.4	16.6	18.0
Four	6.1	6.5	6.4	2.9	7.4	6.0
Five or more	0.8	2.0	1.7	1.4	3.1	2.6
Number of institutions	132	506	638	70	163	233